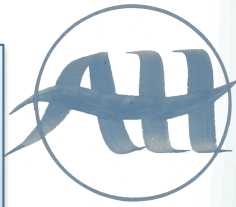


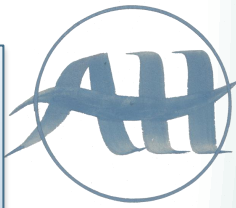
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Oral History Training

Objectives of Training



- **Understand what oral history means**
- **Developing oral history**
 - Objectives and Approach
- **Tools**
- **Next Steps**



Oral History – what it is and isn't

Oral Tradition

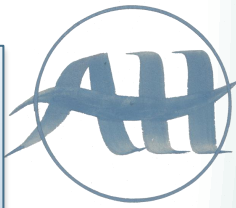
Therapy

Oral History

Reminiscences

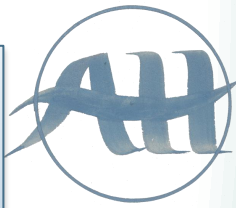
Journalism

Oral History – what it is



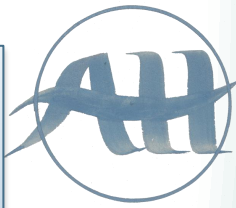
- Recording of people's individual personal living experiences
- Context of interview of length and in depth
- Exists to create records
- People tell things they didn't know they remembered

Oral History - Challenges



- **Credibility**
- **Reliability**
- **Subjectivity**
- **Interpretations**
- **Prejudice of voice**
- **Can be presented as truth**
- **Collective memory**
- **Be careful how you use**
- **Try to be fair and balanced**

Developing oral history



Why:

Who:

Where:

What:

How:

When:

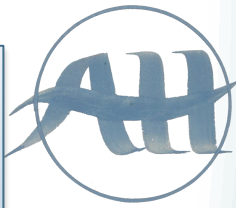
Developing oral history – Why?



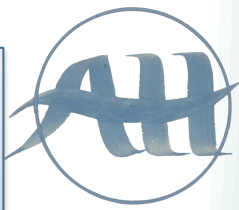
- Objectives of the Oral History project
- Aim of the interview?
- How will it be used?

- Duty of confidentiality, ethics
- Project information sheet

Developing oral history – Who?



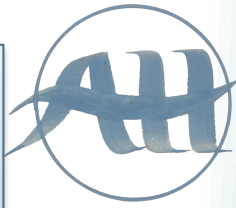
- **Who do you want to interview?**
- **Consent forms**
- **Who does the interview? – sometimes better not to be a close friend or family**
- **Technical skills – interviewing plus understanding of any technical matter, research ahead**
- **Who else is around?**



Developing oral history – Where?

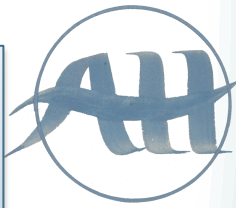
- **Place e.g. their own home, comfort**
- **Quiet – not at front (consider traffic, background noise)**
- **Clear warm acoustics, consider echo**
- **Not kitchen – better carpets/soft furnishings**

Developing oral history – What?

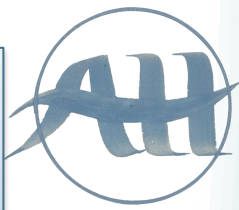


- **Structure**
- **Agenda**

Developing oral history – How?

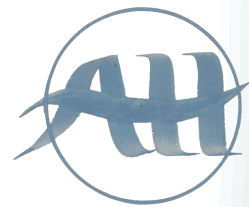


- **Listening**
- **Open questions**
- **Alert**
- **Body language**



Developing oral history – When?

- **Allow plenty of time – e.g. ½ day morning or afternoon**
- **Note – average life story in the British Library – how long?**
- **Time required post interview**
- **Be clear up front if this is one-off or if further interview is possible.**



Example Case Study

- Who?

- How?

- Where?

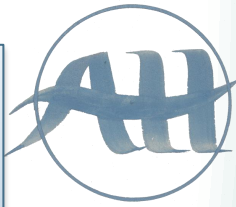
- When?

- What?

- Why?

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Interview data sheet



Ref. Wav files ref.:

Collection title: Aldermaston success at RHS Shows

Interviewee's surname:

Title:

Interviewee's forenames:

Occupation:

Date of birth:

Mother's occupation:

Father's occupation:

Date(s) of recording, Compact Flash used, tracks (from – to):

Location of interview: Interviewee's home, Aldermaston

Name of interviewer:

Type of recorder:

Total no. of tracks:

Recording Format:

Mono or stereo:

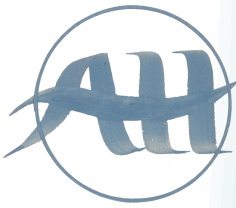
Total Duration (HH:MM:SS):

Additional material:

Copyright/Clearance: Aldermaston History Group

Interviewer's comments:

Equipment



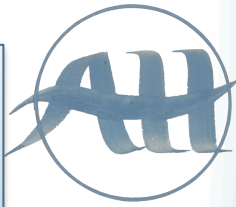
- **Be familiar with the equipment**
- **Check batteries/charge**
- **Microphone connections firmly clicked in.**
- **Have notes with you**
- **Be careful about placing the microphone – particularly next to material**
- **Check levels of sound, keep within limits – your sound and the person you are interviewing**
- **Test the equipment with the person you are interviewing first**

Equipment

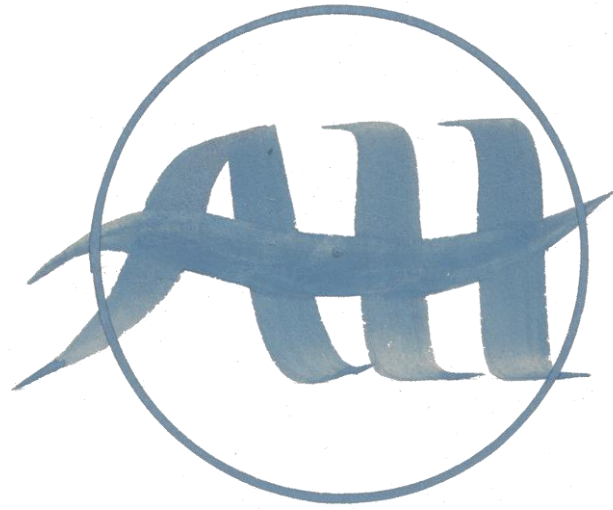


- Check batteries, check power on
- Push microphone connections firmly into the sockets on the bottom of the Tascam (click)
- Left hand side of the machine, little slide is at MIC + PHANTOM.
- Attach one microphone to the interviewee and one to yourself.
- Be careful of material touching the mic
- Turn on the Tascam by pressing the HOME button.
- Press the RECORD button once – a flashing red light appears.
- Ask the interviewee to talk about something (what they did yesterday, for example)
- Check sound levels. Using the INPUT LEVEL on the left hand side of the machine, keep pressing either the '+' or '-' to set the level so that the interviewee's voice doesn't go past the little arrow on the front screen.
- Check your sound level. If past the little arrow, re-attach mic further from your mouth.
- Press RECORD again – a solid red light appears. You are now recording.
- If you need to pause press RECORD again; to restart press RECORD again. Do not use the HOME (square) button to pause.
- At the end of the interview press HOME to stop.
- To listen to the interview, press the PLAY button. Adjust the volume using the Up and Down arrows.
- To turn off, hold down the HOME button.

Next Steps



- **Priorities**
- **3 – 4 subjects**
- **Test use of the equipment**
- **Agree objectives and timescales**
- **Compile and monitor**



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Oral History Training

Thank you